



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

Date: September 18, 2003

To: School Food Authority (SFA) Administrators and Food Service Managers

From: Christine Emerson, Director
School Nutrition Programs

Re: Use of computer software in the operation of the National School Lunch, School Breakfast, Afterschool Snack, and Special Milk Programs

The USDA has determined that K-TRAC software requires substantial upgrades in order to remain an approved USDA program. K-TRAC has apparently sent letters to their clients indicating that they will not be making the required upgrades to their software. If a school food authority has information that K-TRAC no longer complies with USDA requirements, the SFA must switch to a USDA approved program no later than July 1, 2004.

Additionally, the USDA will be updating its list of approved software after December 31, 2003. SFAs are advised to review the list of approved software programs after this date. The list is maintained on the Healthy School Meals Resource System website. The address of the site is <http://schoolmeals.nal.usda.gov/Software/index.html>.

If you have questions, please call Holly Humphrey, School Nutrition Programs Specialist, (406) 444-4413.